

-
- San Bernardino County Transportation Commission •San Bernardino County Transportation Authority
•San Bernardino County Congestion Management Agency •Service Authority for Freeway Emergencies
-

AGENDA

Board of Directors Meeting

December 2, 2009

Start Time: 9:30 a.m.

LOCATION

**San Bernardino Associated Governments
Santa Fe Depot - SANBAG Lobby 1st Floor
1170 W. 3rd Street, San Bernardino, CA**

Board of Directors

President

Paul Eaton, Mayor
City of Montclair

Vice-President

Brad Mitzelfelt, Supervisor
County of San Bernardino

Charley Glasper, Mayor
City of Adelanto

Rick Roelle, Mayor
Town of Apple Valley

Julie McIntyre, Mayor Pro Tem
City of Barstow

Bill Jahn, Mayor Pro Tem
City of Big Bear Lake

Dennis Yates, Mayor
City of Chino

Gwenn Norton-Perry, Council Member
City of Chino Hills

Kelly Chastain, Mayor
City of Colton

Mark Nuaimi, Mayor
City of Fontana

Bea Cortes, Council Member
City of Grand Terrace

Mike Leonard, Council Member
City of Hesperia

Larry McCallon, Council Member
City of Highland

Rhodes "Dusty" Rigsby, Mayor Pro Tem
City of Loma Linda

Jeff Williams, Mayor
City of Needles

Alan Wapner, Council Member
City of Ontario

Diane Williams, Council Member
City of Rancho Cucamonga

Patricia Gilbreath, Mayor Pro Tem
City of Redlands

Ed Scott, Council Member
City of Rialto

Patrick Morris, Mayor
City of San Bernardino

Jim Harris, Council Member
City of Twentynine Palms

John Pomierski, Mayor
City of Upland

Ryan McEachron, Council Member
City of Victorville

Richard Riddell, Mayor
City of Yucaipa

William Neeb, Council Member
Town of Yucca Valley

Gary Ovitt, Supervisor
County of San Bernardino

Paul Biane, Supervisor
County of San Bernardino

Neil Derry, Supervisor
County of San Bernardino

Josie Gonzales, Supervisor
County of San Bernardino

Ray Wolfe, Caltrans
Ex-Officio Member

Deborah Robinson Barmack
Executive Director

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

*As a **Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
County Congestion Management Agency
Service Authority for Freeway Emergencies**

Board of Directors

December 2, 2009

9:30 a.m.

Location:

**San Bernardino Associated Governments
Santa Fe Depot
SANBAG Lobby, 1st Floor
1170 W. 3rd Street, San Bernardino**

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional meeting procedures and agenda explanations are attached to the end of this agenda.

Call to Order - 9:30 a.m. by Mayor Paul Eaton

- I Pledge of Allegiance
- II. Attendance
- III. Announcements:
 - Calendar of Events (Pg. 14)
- IV. Agenda Notices/Modifications – Vicki Watson

CLOSED SESSION

Conference with Legal Counsel pursuant to
Government Code Section 54956.9(a)
Case Nos. 37-2008-00079230 and 37-2009-00082535

Notes/Actions:

1. **Possible Conflict of Interest Issues for the Board Meeting of Pg. 15
December 2, 2009**

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

Consent Calendar

Items listed on the Consent Calendar are expected to be routine and non-controversial. These items have been discussed at SANBAG Policy Committee meetings and made available for public review as noted in the agenda. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Member Request. Items pulled from the consent calendar will be brought up under Agenda Item 25.

Administrative Matters

2. **Board of Directors Attendance Roster** Pg. 17
3. **October 2009 Procurement Report** Pg. 21
Receive Monthly Procurement Report. **William Stawarski**
This item was unanimously received by the Administrative Committee on November 18, 2009.
4. **2010 Board of Directors and Administrative Committee Meeting Schedule** Pg. 24
Approve the 2010 Board of Directors and Administrative Committee Meeting schedules. **Duane A. Baker**
This item was reviewed and unanimously approved by the Administrative Committee on November 18, 2009.

Subregional Transportation Planning & Programming

5. **Interim Long Range Transit Plan for San Bernardino County** Pg. 38
Approve the Interim Draft Long Range Transit Plan for San Bernardino County. **Mitchell Alderman**
This item was reviewed by the Commuter Rail and Transit Committee on November 19, 2009 and the Mountain/Desert Committee on November 20th and unanimously recommended for approval.

Program Support/Council of Govts.

6. **2010 State and Federal Legislative Program** Pg. 57
Approve the 2010 State and Federal Legislative Program. **Jennifer Franco**
This item was reviewed and unanimously recommended for approval by the Administrative Committee on November 18, 2009.

Consent Calendar Continued....

Program Support/Council of Govts. (Cont.)

7. **Fiscal Year (FY) 2011 Federal Appropriations Process and Project Nominations** Pg. 67

Approve the federal appropriations project nominations as listed in Attachment #1. **Jennifer Franco**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on November 12, 2009; the Administrative Committee on November 18, 2009; and the Mountain/Desert Committee on November 20, 2009.

Project Development

8. **Amendment to Contract with Best, Best & Krieger LLP** Pg. 86

1) Approve a budget amendment for Task No. 82210000 (SR-210 Right-of-Way Acquisition) to increase the 2009/2010 fiscal year allocation by \$1,200,000 for a total amount of \$1,837,454. The funding source is Measure I Major Projects.

2) Approve Amendment No. 7 to Contract No. 05-016 with Best, Best & Krieger (BB&K), Attorneys at Law, to provide legal counsel for the Colonies Lawsuit and the Cactus Basin Flood Control Channel lawsuit in the amount of \$1,200,000 for a total contract amount of \$2,625,000. **Garry Cohoe**

This item was reviewed and recommended for approval by the Legal Ad Hoc Committee on November 24, 2009.

9. **Amendment No. 2 to Construction Engineering Support Services Contract No. C07150 with LAN Engineering Corporation for State Street/University Parkway Grade Separation project** Pg. 90

Approve Amendment No. 2 to Contract C07150 with LAN for work items related to Construction Support Services for the State Street/University Parkway Grade Separation project increasing the contract limit by \$20,000 to \$220,000 and extending the contract completion date to April 7, 2010. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on November 12, 2009. SANBAG Counsel has reviewed and approved the agreement as to form.

Consent Calendar Continued....

Project Development (Cont.)

10. Interstate 215 North Corridor Project Savings Strategy

Pg. 95

1. Approve reprogramming savings from I-215 North Construction and SR-210 Construction, and reprogramming funds from I-215 Right-of-Way Acquisitions to the following projects, and fully fund I-215 Bi-County HOV Gap Closure with Measure I as described below and in further detail in Exhibit A:

- a) I-215 Right-of-Way Acquisition
 - i) Program: \$5,570,000 CMAQ; \$800,000 PNRS
 - ii) Un-program: \$10,838,000 Measure I
- b) SANBAG Local Stimulus
 - i) Program: \$10,000,000 Measure I
- c) I-215 Bi-County HOV Gap Closure Right-of-Way and Construction
 - i) Program: \$35,621,000 CMAQ; \$34,850,000 STP; \$42,421,000 CMIA; \$8,667,000 Measure I

2. Approve the use of Measure I or other funds at SANBAG's discretion, as required by the California Transportation Commission, if necessary, on the following projects to cover costs which exceed:

- a) I-215 Segment 1&2 construction costs of \$174,800,000
- b) I-215 Segment 5 construction cost of \$29,207,000
- c) SR-210 Segment 11 Direct Connector project construction cost of \$47,673,000

3. Authorize the SANBAG Executive Director to execute a new Corridor Mobility Improvement Account (CMIA) baseline agreement for the I-215 Gap Closure Project.

4. Authorize staff to negotiate with Caltrans to evaluate the potential for Caltrans providing professional services for the Plans, Specification and Estimates (PS&E) phase for the I-215 HOV Gap Closure Project. **Garry Cohoe**

This item was recommended for approval by the Major Projects Committee on November 12, 2009, and the Mountain/Desert Committee on November 20, 2009.

Consent Calendar Continued....**Project Development (Cont.)**

11. Cooperative Agreement No. C10123 with Caltrans for the Interstate 10 (I-10)/Tippecanoe Avenue Interchange Right-of-Way Capital and Support costs Pg. 111

1) Approve Cooperative Agreement No. C10123 with Caltrans for the I-10/Tippecanoe Avenue Interchange Right-of-Way Capital and Support costs for an amount not to exceed \$33,700,200, and authorize Caltrans to directly reimburse itself from state and federal funds up to the amount of \$22,075,000.

2) Approve a decrease in Task Number 8421000 in the amount of \$640,000, funding source Interregional Transportation Improvement Program (ITIP), for a total Task budget of \$1,617,683. Garry Cohoe

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on October 15, 2009. SANBAG Counsel has reviewed and approved the agreement as to form.

12. Rail Improvements in the City of Colton Pg. 124

Direct staff to proceed with negotiation of a future four-party agreement between SANBAG, the City of Colton, the Union Pacific Corporation (UPRR), and Burlington Northern Santa Fe (BNSF) for proposed rail improvements in the City of Colton. Garry Cohoe

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on November 12, 2009.

13. Hunts Lane/UPRR Grade Separation Project Utility Relocations Pg. 128

1) Approve Agreement No. C10152 with the City of Colton Electric Utility in an amount not to exceed \$105,000 for costs of relocating existing overhead electrical facilities required for Hunts Lane/UPRR Grade Separation Project.

2) Approve Agreement No. C10154 with Southern California Edison in an amount not to exceed \$495,000 for costs of relocating existing overhead electrical facilities required for Hunts Lane/UPRR Grade Separation Project. Garry Cohoe

This item was reviewed and recommended for approval by the Major Projects Committee on November 12, 2009 (12-0-1; Abstained: Supervisor Neil Derry). SANBAG Counsel has reviewed and approved the agreement as to form.

Consent Calendar Continued....

Transit/Commuter Rail

- 14. Consultant assistance with an evaluation of Victor Valley Transit Authority Administration models Pg. 137**

Authorize SANBAG to engage services of a consultant in an amount not to exceed \$25,000, under the Executive Director's existing authority, to provide professional services in the area of personnel and organization structure in assisting VVTA in evaluation of administrative support models. **Mitchell Alderman**

This item was reviewed by Commuter Rail and Transit Committee on November 19, 2009 and the Mountain/Desert Committee on November 20, 2009 and unanimously recommended for approval.

- 15. Rail and Transit Program Update Pg. 139**

Receive information on presentation to the Commuter Rail and Transit Committee. **Mitchell Alderman**

This item was unanimously received by the Commuter Rail and Transit Committee on November 19, 2009.

Transportation Programs & Fund Administration

- 16. Memorandums of Understanding (MOUs) for the substitution of State Transit Assistance (STA) for Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) and California Transit Security Grant Program – California Transit Assistance Fund (CTSGP-CTAF) Pg. 173**

1. Approve MOU C10135 with Omnitrans in the amount of \$6,950,690.

2. Approve MOU C10136 with the Victor Valley Transit Authority (VVTA) in the amount of \$1,328,648.

3. Approve MOU C10137 with the Morongo Basin Transit Authority (MBTA) in the amount of \$255,079.

4. Approve amendment to Task Budget 50710000 increasing the budget authority amount by \$8,534,417 for a new total of \$9,418,827 as identified in the Financial Impact Section. **Mitchell Alderman**

This item was reviewed by the Commuter Rail and Transit Committee on November 19, 2009 and unanimously recommended for approval.

Consent Calendar Continued....

Transportation Programs & Fund Administration (Cont.)

17. **2010 State Transportation Improvement Program (STIP)** Pg. 188

Receive information on preparation of the 2010 STIP. Ty Schuiling

This item was reviewed by the Major Projects Committee on November 12, 2009 and the Mountain/Desert Committee on November 20, 2009.

18. **Preparation of the 2010/2011 Regional Transportation Improvement Program (RTIP)** Pg. 190

Receive report on RTIP preparation. Ty Schuiling

This item was reviewed by Plans and Programs Policy Committee on October 21, 2009.

DISCUSSION ITEMS

Administrative Matters

19. **Notice of Presidential Appointments to Commuter Rail and Transit Committee and the Ad Hoc Consolidated Transportation Services Agency Steering Committee** Pg. 193

1) Note appointments of the SANBAG Board President to fill newly created positions on the SANBAG Commuter Rail and Transit Committee with terms ending October 31, 2011:

A. Council Member Mike Leonard, City of Hesperia has been appointed to serve on the SANBAG Commuter Rail and Transit Committee.

B. Mayor Pro Tem Bill Jahn, City of Big Bear Lake has been appointed to serve on the SANBAG Commuter Rail and Transit Committee.

2) Note appointments of the SANBAG Board President to the newly created Ad Hoc Consolidated Transportation Services Agency Steering Committee with terms ending December 31, 2010:

A. Mayor Paul Eaton, City of Montclair, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

B. Supervisor Gary Ovitt, San Bernardino County, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

Continue on next page

Discussion Items Continued... .

Administrative Matters (Cont.)

19. *Continue from previous page....*

C. Supervisor Josie Gonzales, San Bernardino County, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

D. Mayor Pat Morris, City of San Bernardino, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

E. Mayor Kelly Chastain, City of Colton, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

F. Mayor Dennis Yates, City of Chino, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

G. Mayor Richard Riddell, City of Yucaipa, has been appointed to serve on the Ad Hoc Consolidated Transportation Services Agency Steering Committee.

Duane A. Baker

This item has had no prior policy committee review.

Program Support/Council of Govts.

20. **Report on Cost of Fighting Sheep Fire and Wildland Fire Preparedness** Pg. 196
(15min.)

Receive information from San Bernardino County Fire on the response to and cost of fighting the Sheep Fire and general wildland fire preparedness efforts. **Duane A. Baker**

This item has had no prior policy committee review.

Regional & Quality of Life Programs

21. **Execution of Agreements for the J.B. Hunt Alternative Fuel Project** Pg. 197

1. Authorize the SANBAG Plans and Programs Policy Committee to approve Agreements with the Department of Energy (DOE), California Energy Commission (CEC), J.B. Hunt Transport Services, Inc., Gladstein, Neandross & Associates (GNA), and The Partnership (Administrator of the Southern California Clean Cities Program); and

2. Direct Staff to report to the SANBAG Board any actions taken by the SANBAG Committee. **Michelle Kirkhoff**

This item has no prior Policy Committee Review. This item was reviewed by SANBAG Legal Counsel.

Discussion Items Continued... ..

Regional & Quality of Life Programs (Cont.)

22. **Commitment to Collaborate with the Southern California Association of Governments (SCAG) to Prepare the Regional Sustainable Community Strategy (SCS) to Meet SB375 Requirements** Pg. 199

Approve SANBAG's collaboration with SCAG to prepare the regional SCS required pursuant to SB 375, including but not limited to the actions listed below. **Ty Schuiling**

This item refines and details the conceptual approach to SB375 implementation approved unanimously by the SANBAG Board of Directors on November 4, 2009. It is being taken to the SANBAG Board of Directors without prior policy committee review because of the cancellation of the November Plans and Programs Policy Committee and SCAG's request for action prior to December 31, 2009.

Project Development

23. **Hunts Lane Railroad Grade Separation – Hearing to Consider Resolutions of Necessity** Pg. 202

1. Acting as the County Transportation Commission, the SANBAG Board will conduct a public hearing to consider condemnation of real property required for the Hunts Lane Grade Separation project in the City of San Bernardino and the City of Colton and,

2. Adopt Resolutions of Necessity (Resolution No. 10-003) authorizing condemnation of real property declaring the following: (2/3rd majority vote required for recommendation item 2

a. The public interest and necessity require the project described in the proposed Resolution of Necessity.

b. The project is planned and/or located in the manner that will be most compatible with the greatest public good and the least private injury.

c. The property to be acquired is necessary for the project.

d. An offer required by Section 7267.2 of the Government Code has been made to the owner of record. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on November 12, 2009. This item has been reviewed by SANBAG Legal Counsel.

Discussion Items Continued.....

Administrative Matters

24. Final Encumbrances for FY 2008-2009

Pg. 266

Approve final encumbrances, listed on Table 1, to be formally incorporated into SANBAG's 2009-2010 Budget.
William Stawarski

This item was reviewed by the Administrative Committee on November 18, 2009 and unanimously recommended for approval.

Other Matters

25. Consent Calendar Items Pulled for Discussion

Items pulled from the consent calendar shall be taken under this item in the order they were presented on the calendar.

Comments from Board Members

Brief Comments from Board of Directors

Public Comment

Brief Comments by the General Public

ADJOURNMENT

Additional Information

Agency Reports/Committee Memberships

Commuter Rail Report

Pg. 269

Mayor Pro Tem Patricia Gilbreath

South Coast Air Quality Management Report

Pg. 272

Mayor Dennis Yates

Mobile Source Air Pollution Reduction Review Committee (MSRC)

Pg. 274

Council Member Gwenn Norton-Perry

SCAG Committees

Pg. 277

SCAG Regional Council

SCAG Policy Committees

Community, Economic and Human Development

Energy and Environment

Transportation and Communications

**SANBAG Policy Committees
Acronym List**

Pg. 278

Pg. 281

Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting. Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the SANBAG Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item when an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in "Public Testimony on any Item" still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

**SANBAG General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.

The Vote as specified in the SANBAG Bylaws.

- Each member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he would like to amend his motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is not addressed until after a vote on the first motion.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Board/Committee Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.



Important Things to Know for...

December 2009

SANBAG Meetings – Cancelled:

None

SANBAG Meetings – Scheduled:

Administrative Committee	Dec. 9	9 a.m.	The Super Chief
Major Projects Committee	Dec. 10	9 a.m.	The Super Chief
Plans and Programs Committee	Dec. 16	12 noon	The Super Chief
Mountain/Desert Committee	Dec. 18	9 a.m.	Town of Apple Valley

Other Meetings/Events:

None

For additional information, please call SANBAG at (909) 884-8276
